

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING  
ROOM 113  
THURSDAY, DECEMBER 11, 2003  
8:30 A.M.**

Commissioners Present: Bernie Heier, Chair  
Ray Stevens, Vice Chair  
Larry Hudkins  
Bob Workman  
Deb Schorr

Others Present: Kerry Eagan, Chief Administrative Officer  
Gwen Thorpe, Deputy Chief Administrative Officer  
Kristy Mundt, Deputy County Attorney  
Bruce Medcalf, County Clerk  
Trish Owen, Chief Deputy County Clerk  
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 8:34 a.m.

**AGENDA ITEM**

**1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY,  
DECEMBER 11, 2003**

**MOTION:** Stevens moved and Schorr seconded approval of the Staff Meeting minutes of December 4, 2003. Hudkins, Schorr, Heier, Workman and Stevens voted aye. Motion carried.

**2 ADDITIONS TO THE AGENDA**

- A. December 26, 2003 Work Schedule
- B. Report on Meeting to Discuss the Future of the State Fair
- C. Letter from Lincoln/Lancaster County Ecological Advisory Committee
- D. Extending City Ordinances into the Three Mile Zoning Jurisdiction

**MOTION:** Schorr moved and Hudkins seconded approval of the additions to the agenda. Hudkins, Schorr, Heier, Workman and Stevens voted aye. Motion carried.

## ADDITIONS TO THE AGENDA

### A. December 26, 2003 Work Schedule

Kerry Eagan, Chief Administrative Officer, noted that the Board has expressed interest in being consistent with the City, which does not plan to close on that date.

Schorr said December 26<sup>th</sup> has been declared a state and federal holiday and said Don Taute, Personnel Director, will meet with the Mayor and will report back if the Mayor changes her mind about whether to have City offices remain open.

### **3 PENDING LITIGATION** - Doug Cyr, Chief Administrative Deputy County Attorney; Mike Thurber, Corrections Director

Doug Cyr, Chief Administrative Deputy County Attorney, said Dan Friedman, attorney for the estate of Carlton M. Standford, contacted him and indicated that he may be able to negotiate a reduction in the \$9,000 outstanding hospital bill with Bryan/LGH Medical Center. He said Friedman subsequently sent him a letter requesting payment of the hospital bill and an additional \$10,000 for his client.

The Board directed Cyr to reject the request.

### **4 BOND ISSUE FINANCIAL CONSULTANT** - Dave Kroeker, Budget and Fiscal Officer

Dave Kroeker, Budget and Fiscal Officer, reviewed a fee proposal from Ameritas for financial consulting services (Exhibit A).

### **5 SHERIFF STAFFING** - Bill Jarrett, Chief Deputy Sheriff

Bill Jarrett, Chief Deputy Sheriff, said Tracy Kontos, Office System Specialist, has resigned, effective January 31, 2004. He requested authorization to upgrade the pay grade from E21 to E23 (Exhibit B) and to immediately seek a replacement. **NOTE:** The Personnel Policy Board must approve the change in pay grade.

**MOTION:** Workman moved and Schorr seconded to pre-approve the change in pay range, subject to an affirmative recommendation from the Personnel Policy Board, and to authorize the Sheriff's Office to immediately seek a replacement.

Stevens expressed concern about circumventing the Personnel Policy Board process.

**ROLL CALL:** Workman, Schorr and Hudkins voted aye. Stevens and Heier voted no. Motion carried.

**6 PEOPLES' HEALTH CENTER** - Cecelia Creighton, Peoples' Health Center Director; Judy Halstead, Lincoln/Lancaster County Health Department (LLCHD) Resource and Program Development Coordinator; Gwendy Meginnis, LLCHD Dental Health Division Manager; Pat Lopez, LLCHD Community Health Services Assistant Division Manager

Judy Halstead, Lincoln/Lancaster County Health Department (LLCHD) Resource and Program Development Coordinator, reported that the Peoples' Health Center has received a \$693,000 federal grant for Phase II construction (Exhibit C).

The following documents were disseminated: 1) Peoples' Health Center, Phase II Capital Request; 2) County Attorney's Opinion, dated June 25, 2003, which addresses the authority of the County to provide financial assistance to the Peoples' Health Center (Exhibits D & E).

Cecelia Creighton, Peoples' Health Center Director, said 1,200 registered patients have registered at the clinic, with 141 new patients registered in the dental area. She said the patient mix is close to meeting the projected target numbers (40% Medicaid, 40% Uninsured, 10% Medicare and 10% Private Insurance). Creighton said the clinic is currently at capacity and lacks space to provide ancillary services and patient education. Additional space is also needed for offices, mental health services and dental operations.

Gwendy Meginnis, LLCHD Dental Health Division Manager, reviewed LLCHD Dental Clinic Client Information (Exhibit F), noting the following breakdown of clients served at LLCHD Dental Clinic in Fiscal Year 2002-03: 57% fell below 100% of poverty and were non-Medicaid eligible; 16% were on a sliding fee scale (falling between 125% and 200% of poverty); 26% were on Medicaid and 1% were on Medicare (Medicare does not cover dental services). She said grant funds have been used to secure dental services that the LLCHD Dental Clinic is unable to provide (dentures, root canals and complex oral surgeries) at the University of Nebraska Medical Center (UNMC) College of Dentistry and through private providers. Meginnis said the LLCHD Dental Clinic works with the Peoples' Health Center to maximize use of resources in the community, noting all General Assistance (GA) patients are referred through LLCHD.

Eagan said the Board needs to assess whether funds would be better invested in LLCHD or in a grant, in return for services, at the Peoples' Health Center.

Halstead said LLCHD has not billed for care provided to GA patients and said a significant number have been served through the grants. She said funding will be at a critical stage as those grant dollars go away and said LLCHD will have to institute billing or seek an appropriation to meet that need. Halstead said LLCHD wants to build the capacity of private providers and said that is why support and resources were focused on getting the Peoples' Health Center up and running as a not-for-profit.

Eagan said the County could purchase dental equipment for the Peoples' Health Center through a Nebraska Association of County Officials (NACO) lease and extend consideration over time in exchange for services to GA patients.

The Board asked Eagan and Dave Kroeker, Budget and Fiscal Officer, to meet with Halstead and Creighton for further negotiation of funding.

**7 INCREASE NURSE AND PSYCHIATRIST HOURS UNDER THE JAIL DIVERSION GRANT; PSYCHOLOGY INTERN - Dean Settle, Community Mental Health Center Director**

**Increase Nurse and Psychiatrist Hours Under the Jail Diversion Grant**

Dean Settle, Community Mental Health Center Director, requested authorization to increase employment hours for the nurse, psychiatrist and psychiatric nurse practitioner (dependent upon who is seeing the patients) by four hours per week. He said funding will be through the Mental Health Jail Diversion Grant.

Stevens exited the meeting at 10:16 a.m.

**MOTION:** Workman moved and Hudkins seconded approval of the request. Workman, Heier, Schorr and Hudkins voted aye. Stevens was absent from voting. Motion carried.

Stevens returned to the meeting at 10:18 a.m.

**Psychology Intern**

Settle requested authorization to proceed with an extern practitioner position, noting \$13,400 was budgeted for the position.

**MOTION:** Hudkins moved and Schorr seconded approval.

Gwen Thorpe, Deputy Chief Administrative Officer, said the County Attorney's Office will need to draft a contract.

The maker of the motion and the seconder withdrew their motion.

**8 EXPANSION OF INTEGRATED CARE COORDINATION UNIT (ICCU)  
CONTRACT TO INCLUDE RURAL AREAS** - Sheryl Schrepf, Families  
First & Foremost (F<sup>3</sup>) Director; Renee' Dozier, F<sup>3</sup> Associate Director

Sheryl Schrepf, Families First & Foremost (F<sup>3</sup>) Director, updated the Board on plans to move the Integrated Care Coordination Unit (ICCU) into the rural areas (encompasses 15 counties). She said the Nebraska Department of Health and Human Services (HHS) will amend its contract with Lancaster County to include additional funds for the rural areas. Lancaster County will then subcontract with Region V to do the work. Schrepf said cost savings from the ICCU contract will be used to bring up the up-front costs.

Thorpe asked whether the expansion will increase the workload for the County Clerk's Office.

Schrepf said there will be an increase in the number of invoices to be processed and said she will discuss the impact with Tim Genuchi, Accounting Operations Manager for the County Clerk's Office.

**9 USE OF HOMELAND SECURITY FUNDS FOR STATE-WIDE  
COMMUNICATIONS SYSTEM** - Doug Ahlberg, Emergency Management  
Director; Terry Wagner, Lancaster County Sheriff and Statewide  
Communication Alliance of Nebraska (SCAN) Board Member

Doug Ahlberg, Emergency Management Director, said the State has requested that \$15 million of Nebraska's \$24 million Homeland Security Allocation for Fiscal Year 2004 be directed towards tower infrastructure for a statewide communications system (Exhibit G). **NOTE:** The Department of Homeland Security expanded authorized equipment purchases to include tower infrastructure costs for state and local governments in the FY 2004 budget. He said the State has not indicated how much money Lancaster County will receive as part of the Office of Domestic Preparedness (ODP) Grant so there is no way to determine how much Lancaster County would be giving up.

Terry Wagner, Lancaster County Sheriff and Statewide Communication Alliance of Nebraska (SCAN) Board Member, said the \$15 million would be a down payment to secure funding. He said Lancaster County will not see a significant benefit, but stressed there is a defined need in the rest of the state.

Stevens asked whether Lancaster County has unmet needs.

Ahlberg said yes and said plans were to use the grant funds to upgrade the existing communications system.

**MOTION:** Hudkins moved and Stevens seconded to authorize the Chair to send a letter indicating that the County Board does not support the proposal at this time.

Mark Bowen, Mayor's Chief of Staff, appeared and said the Mayor is supportive but indicates the City has needs of its own.

Stevens asked whether additional towers are needed in Lancaster County to implement the system.

Ahlberg said Lancaster County has two towers and said five are needed to accommodate the needs of the rural fire departments. He said the County may not need to construct additional towers if allowed antenna space on existing cellular towers.

**ROLL CALL:** Hudkins, Schorr, Heier, Workman and Stevens voted aye. Motion carried.

## **10 ACTION ITEMS**

A. Hiring Request from County Sheriff for Records System Specialist

**MOTION:** Hudkins moved and Schorr seconded approval of the request. Hudkins, Schorr, Heier, Workman and Stevens voted aye. Motion carried.

B. Request from Sue Eckley, Workers' Compensation & Risk Management Manager, to Attend PRIMA Annual Conference in Ft. Lauderdale, Florida (June 13-16, 2004)

**MOTION:** Hudkins moved and Schorr seconded to approve the request and offer to pay the full expense of travel. Hudkins, Schorr, Heier, Workman and Stevens voted aye. Motion carried.

C. City-County Common Agenda Items (January Meeting)

The Board asked that expansion of the Lincoln/Lancaster County Health Department Building be added to the agenda.

D. Resolution Denying Approval of Class M Liquor License for Ronald Bartholomew

**MOTION:** Hudkins moved and Workman seconded approval of County Resolution No. R-03-0131 and asked that a letter be sent to the Nebraska Liquor Control Commission indicating the Board's action. Hudkins, Schorr, Heier, Workman and Stevens voted aye. Motion carried.

E. Release of Joint Certificate of Deposit of \$3,750 for Road Costs Related to South Forty Subdivision (Exhibit H)

**MOTION:** Workman moved and Stevens seconded approval. Hudkins, Schorr, Heier, Workman and Stevens voted aye. Motion carried.

## **11 ADMINISTRATIVE OFFICER REPORTS**

A. Invoice from Warren Cook, Coordinator of Adult Offender Services

Thorpe said Warren Cook, Coordinator of Adult Offender Services, has requested payment in the amount of \$3,092.44 and suggested that the Board retain the remaining \$500 to keep the extended contract in force.

**MOTION:** Stevens moved and Hudkins seconded to authorize payment, retaining \$1,500. Hudkins, Schorr, Heier, Workman and Stevens voted aye. Motion carried.

Stevens exited the meeting at 11:05 a.m.

B. Contract for Gambling Study

Kristy Mundt, Deputy County Attorney, said her office may be willing to waive insurance requirements if there is a strict independent contractor and hold harmless clauses in place.

Stevens returned to the meeting at 11:08 a.m.

The Board directed the County Attorney's Office to draft a contract with Julie Poykko-Post (an intern through the University of Nebraska) to conduct the City/County Gambling Study.

C. Comprehensive Plan Amendments

**MOTION:** Hudkins moved and Heier seconded to direct the Planning Department to initiate the process to remove the following statement from the Lincoln-Lancaster County Comprehensive Plan:

*When the independent study to quantify and qualify the positive and negative economics of acreage development is completed, the county should determine if an impact fee or other development exactions are needed to be sure acreage development is paying its "fair share" of costs.*

Hudkins, Schorr, Heier, Workman and Stevens voted aye. Motion carried.

D. Reappointment of Commissioner Hudkins to District Energy Corporation Board of Directors

The Board scheduled the appointment on the December 16, 2003 Board of Commissioners Meeting agenda.

E. Pension Update

Thorpe said Nationwide Retirement Solutions (NRS) is waiting for the State to approve the contract. Revenue sharing will be prorated.

F. Families First & Foremost (F<sup>3</sup>) Conference in San Antonio, Texas, January 12-16, 2004 (Schorr)

**MOTION:** Stevens moved and Hudkins seconded to approve Commissioner Schorr's attendance at the conference. Hudkins, Schorr, Heier, Workman and Stevens voted aye. Motion carried.

G. Lancaster County Board Meeting on Tuesday, December 16, 2003

**MOTION:** Schorr moved and Workman seconded to elect new officers at the December 16, 2003 Board of Commissioners Meeting.

Heier indicated that he will not accept a nomination for the position of Chair.

**ROLL CALL:** Hudkins, Schorr, Heier, Workman and Stevens voted aye. Motion carried.

H. Letter to Planning Department Regarding Cost of Rural Services Study

Eagan noted receipt of the Cost of Rural Services Study Final Report (on file in the County Clerk's Office) and questioned whether the Board wants to proceed with a letter to the Planning Department (see December 4, 2003 Staff Meeting Minutes).

The Board agreed to review the report.

### **ADDITIONS TO THE AGENDA**

B. Report on Meeting to Discuss the Future of the State Fair

Stevens said several proposals were discussed.

C. Letter from Lincoln/Lancaster County Ecological Advisory Committee

Heier reported receipt of a letter from the Lincoln/Lancaster County Ecological Advisory Committee urging the Board to reconsider appointment of Cecil Steward to the Planning Commission.

**MOTION:** Workman moved and Schorr seconded to authorize the Chair to send a letter to the Lincoln/Lancaster County Ecological Advisory Committee indicating that the issue of Cecil Steward's reappointment is no longer before the Board. Hudkins, Schorr, Heier, Workman and Stevens.

D. Extending City Ordinances into the Three Mile Zoning Jurisdiction

**MOTION:** Schorr moved and Hudkins seconded to: 1) Request a briefing by the County Attorney's Office at the December 18, 2003 Staff Meeting; 2) Invite the City Attorney to attend the discussion; and 3) Schedule additional discussion with the County Sheriff and representatives of the Planning Department and Building and Safety Department, prior to a meeting with Village Clerks and Boards. Hudkins, Schorr, Heier, Workman and Stevens voted aye. Motion carried.

### **ADDITIONS TO THE AGENDA**

E. Holiday Luncheon

**MOTION:** Stevens moved and Hudkins seconded to add the item to the agenda. Hudkins, Schorr, Heier, Workman and Stevens voted aye. Motion carried.

The Board will go out for lunch on Tuesday, December 16<sup>th</sup> with staff and the County Clerk. Alternative date is Thursday, December 18<sup>th</sup>.

## **12 COMMISSIONERS MEETING REPORTS**

A. Monthly Meeting with Mayor - Heier, Stevens

Stevens said discussion focused on whether to close government offices on December 26<sup>th</sup>, nominees for the Planning Commissions, the future of State Fair and legislative priorities.

B. Parks and Recreation Advisory Board - Schorr

Schorr said there was a presentation on the Sunken Gardens. She also reported that a resolution was passed opposing expansion of the Lincoln/Lancaster County Health Department primary facility into Woods Park.

C. Joint Budget Committee - Stevens, Workman

Stevens said Day Watch and Fresh Start have new directors and said the Malone Community Center has been asked to heighten efforts to hire a new director.

D. Public Building Commission - Hudkins, Workman

Hudkins said a tentative agreement to purchase the Community Blood Bank Building, 2966 O Street, was discussed.

E. Parking Committee - Hudkins, Workman

Workman reported on issuance of a parking permit.

**13 ADJOURNMENT**

**MOTION:** Stevens moved and Workman seconded to adjourn the meeting at 11:42 a.m. Stevens, Workman, Heier, Schorr and Stevens voted aye. Motion carried.

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Bruce Medcalf  
Lancaster County Clerk